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**ALLEN PARISH FIRE PROTECTION  
DISTRICT NO. 5  
Oberlin, Louisiana**

**Financial Report**

**For the Years ended December 31, 2002 and 2001**

Under provisions of state law this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the State House office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Released Date 7/20/03

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**INDEPENDENT ACCOUNTANTS' REPORT**

Board of Commissioners  
Allen Parish Fire Protection District No. 5  
Oberlin, Louisiana

We have audited the accompanying general purpose financial statements of the Allen Parish Fire Protection District No. 5, (the District) a component unit of the Allen Parish Police Jury, as of and for the two years ended December 31, 2002 and 2001, as listed in the table of contents. These general purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Allen Parish Fire Protection District No. 5, as of December 31, 2002 and the results of its operations for the two years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated June 18, 2003, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

**Kolder, Champagne, Slaven & Company, LLC**  
Certified Public Accountants

Oberlin, Louisiana  
June 18, 2003

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**GENERAL PURPOSE FINANCIAL STATEMENTS  
(COMBINED STATEMENTS - OVERVIEW)**

**ALLIEN PARISH FIRE PROTECTION DISTRICT NO. 1**  
Orleans, Louisiana

**Condensed Balance Sheet - All Fund Types and Account Groups**  
December 31, 2000

	Governmental Fund Types			Account Groups		Totals	
	Debt		Capital	General	Special	(Memorandum Only)	
	General	Service	Projects	Fund Assets	Long-Term Debt	2001	2000
<b>ASSETS AND OTHER DEBITS</b>							
Cash and interest-bearing deposits	\$ 44,111	\$ 29,890	\$ 1,110	\$ -	\$ -	\$ 100,700	\$ 95,130
Receivables -							
All various taxes	50,045	81,562	-	-	-	141,507	110,570
Due from other funds	7,845	-	490	-	-	8,340	8,180
Fixed assets	-	-	-	998,240	-	998,240	984,271
Amount available to debt service funds	-	-	-	-	87,007	87,007	100,000
Amount to be provided for retirement of general long-term debt	-	-	-	-	181,003	181,003	770,000
<b>Total assets and other debits</b>	<b>\$124,721</b>	<b>\$111,452</b>	<b>\$1,600</b>	<b>\$998,240</b>	<b>\$268,000</b>	<b>\$2,000,000</b>	<b>\$2,100,400</b>
<b>LIABILITIES AND FUND EQUITY</b>							
<b>Liabilities:</b>							
Accounts payable	\$ 398	\$ -	\$ -	\$ -	\$ -	\$ 398	\$ -
Payroll tax payable	411	-	-	-	-	400	477
Due to other funds	-	490	7,845	-	-	8,340	8,180
Unsettled obligation bonds payable	-	-	-	-	841,000	841,000	871,000
<b>Total liabilities</b>	<b>1,209</b>	<b>490</b>	<b>7,845</b>	<b>-</b>	<b>\$841,000</b>	<b>\$849,738</b>	<b>\$880,657</b>
<b>Fund equity:</b>							
Investment in general fixed assets	-	-	-	998,240	-	998,240	984,271
Fund balances -							
Reserved for debt service	-	114,179	-	-	-	114,179	100,000
Designated	-	-	760	-	-	760	16,800
Unassigned, undesignated	123,512	-	-	-	-	123,512	115,570
<b>Total fund equity</b>	<b>123,512</b>	<b>114,179</b>	<b>760</b>	<b>998,240</b>	<b>-</b>	<b>1,240,560</b>	<b>1,216,640</b>
<b>Total liabilities and fund equity</b>	<b>\$124,721</b>	<b>\$111,452</b>	<b>\$1,600</b>	<b>\$998,240</b>	<b>\$841,000</b>	<b>\$2,000,000</b>	<b>\$2,100,400</b>

The accompanying notes are an integral part of this statement.

**ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5**  
**Orleans, Louisiana**

**Condensed Statement of Revenues, Expenditures, and Changes in Fund Balances :**

**All Governmental Fund Types**  
**Years Ended December 31, 2002 and 2001**

	<b>Governmental Fund Types</b>			<b>Totals</b>	
	<b>Debt</b>		<b>Capital</b>	<b>(Interfund/Grants Only)</b>	
	<b>General</b>	<b>Service</b>	<b>Projects</b>	<b>2002</b>	<b>2001</b>
<b>Revenues:</b>					
Ad valorem taxes	\$ 36,743	\$ 88,394	\$ -	\$ 145,134	\$ 117,572
Local sources - donations	9,980	-	-	9,980	10,897
Interest	1,261	368	275	1,880	6,270
<b>Total revenues</b>	<u>47,984</u>	<u>88,762</u>	<u>275</u>	<u>157,014</u>	<u>134,740</u>
<b>Expenditures:</b>					
<b>Current -</b>					
Accounting	2,200	-	-	2,200	2,800
Auto expenses	4,833	-	-	4,833	4,183
Fuel	2,982	-	-	2,982	3,234
Insurance	11,773	-	-	11,773	19,253
Maintenance	3,566	-	-	3,566	5,256
Miscellaneous	184	-	-	184	180
Office supplies	876	-	-	876	666
Pension contributions	1,924	2,907	-	4,831	4,165
Postage	140	-	-	140	156
Salaries	19,880	-	-	19,880	19,960
Supplies	4,814	-	-	4,814	11,880
Taxes and licenses	1,347	-	-	1,347	826
Utilities	3,510	-	-	3,510	4,883
Capital outlay	-	-	14,067	14,067	15,311
<b>Debt service -</b>					
Principal	-	30,880	-	30,880	30,880
Interest and fiscal charges	-	42,183	-	42,183	43,493
<b>Total expenditures</b>	<u>58,273</u>	<u>73,963</u>	<u>14,067</u>	<u>147,418</u>	<u>143,588</u>
<b>Excess (deficiency) of revenues over expenditures</b>	<u>9,711</u>	<u>14,801</u>	<u>(13,792)</u>	<u>10,694</u>	<u>9,151</u>
<b>Fund balances, beginning</b>	<u>111,578</u>	<u>182,894</u>	<u>14,152</u>	<u>208,625</u>	<u>221,444</u>
<b>Fund balances, ending</b>	<u>\$ 121,289</u>	<u>\$ 114,149</u>	<u>\$ -</u>	<u>\$ 249,324</u>	<u>\$ 230,595</u>

The accompanying notes are an integral part of this statement.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 3  
Oberlin, Louisiana

Combined Statement of Revenues, Expenditures, and Changes in Fund Balances -  
Budget (GAAP Basis) and Actual  
Governmental Fund Type - General Fund  
Years Ended December 31, 2002 and 2001

	2002			2001		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>						
ad valorem taxes	\$ 16,000	\$ 16,743	\$ 743	\$ 11,800	\$ 10,042	\$ (1,758)
Local sources - donations	18,000	9,980	(20)	900	18,007	9,007
Interest	1,500	1,351	(149)	2,000	2,149	149
Total revenues	<u>25,500</u>	<u>27,984</u>	<u>684</u>	<u>14,700</u>	<u>30,198</u>	<u>11,498</u>
<b>Expenditures:</b>						
Current -						
General Government						
Accounting	2,000	2,149	149	2,000	2,000	000
Advertising	000	-	000	200	-	(200)
Auto expense	3,000	4,813	(253)	6,000	4,083	617
Fuel	3,000	2,801	19	3,500	3,324	176
Insurance	12,000	11,713	229	10,500	10,213	287
Maintenance	2,000	3,204	(180)	1,000	3,236	(1,236)
Miscellaneous	-	184	(184)	-	100	(100)
Office supplies	1,000	876	124	1,000	666	334
Pension contribution	1,000	1,804	(104)	1,500	1,383	117
Postage	170	140	30	150	116	34
Salaries	15,000	15,000	-	10,500	10,500	-
Supplies	7,000	6,814	186	7,000	11,800	(4,800)
Taxes and licenses	1,000	1,347	(187)	1,000	836	174
Utilities	4,000	3,516	484	4,000	4,083	(83)
Total general government	<u>55,570</u>	<u>55,203</u>	<u>367</u>	<u>49,200</u>	<u>51,021</u>	<u>(2,821)</u>
Capital outlay	1,500	-	1,500	1,500	910	590
Total expenditures	<u>57,070</u>	<u>55,203</u>	<u>1,867</u>	<u>50,700</u>	<u>51,931</u>	<u>(2,131)</u>
Excess of revenues over expenditures	7,100	9,781	2,681	3,200	12,568	9,368
Fund balances, beginning	<u>112,379</u>	<u>112,379</u>	<u>-</u>	<u>103,019</u>	<u>103,019</u>	<u>-</u>
Fund balances, ending	<u>\$122,829</u>	<u>\$125,310</u>	<u>\$2,481</u>	<u>\$106,219</u>	<u>\$115,579</u>	<u>\$9,360</u>

The accompanying notes are an integral part of this statement.

**ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5**  
**Catahoula, Louisiana**

**Notes to Financial Statements**

**(1) Summary of Significant Accounting Policies**

**A. Nature of Business**

Allen Parish Fire Protection District No. 5 was created under the provisions of Louisiana Revised Statutes 48:1493-1504, for the purpose of providing fire protection for the citizens of Ward 1 of Allen Parish. The district is governed by a board of commissioners composed of five members appointed by the Allen Parish Police Jury.

The accompanying general purpose financial statements of the Allen Parish Fire Protection District No. 5 have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

**B. Financial Reporting Entity**

As the governing authority of the parish, for reporting purposes, the Allen Parish Police Jury is the financial reporting entity for Allen Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that inclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Allen Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are financially dependent on the police jury.



ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5  
Orlando, Louisiana

Notes to Financial Statements (Continued)

3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints all members to the governing body and has the ability to impose its will on the District, the District was determined to be a component unit of the Allen Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the police jury, the general government services provided by the governmental unit, or the other governmental units that comprise the financial reporting entity.

C. Fund Accounting

The accounts of the District are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The operations of each fund or account group are summarized by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which operating activities are controlled. Account groups are a reporting device used to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. The various funds and account groups are grouped, in the financial statements in this report, into three generic fund types and two broad fund categories as follows:

Governmental Fund Types -

General Fund -

The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund -

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Capital Projects Fund -

The Capital Projects Fund is used to account for financial resources received and used for the acquisition, construction or improvement of capital facilities and equipment not reported in the other governmental funds.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5  
Cadeville, Louisiana

Notes to Financial Statements (Continued)

Account Groups -

General Fixed Assets Account Group -

This is not a fund but rather an account group that is used to account for general fixed assets acquired principally for general purposes.

General Long-Term Debt Account Group -

This is not a fund but rather an account group that is used to account for the outstanding principal balances of general obligation bonds.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting refers to the timing of the measurement made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. All valorem taxes are recognized as revenue in the year for which budgeted, that is, in the year in which such taxes are billed.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except that principal and interest on general long-term debt are recognized when due. Purchases of various operating supplies are regarded as expenditures at the time purchased.

E. Fixed Assets and Long-Term Liabilities

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus.

All governmental fund type operations are accounted for on a spending or "financial flow" measurement focus and only current assets and current liabilities are generally included on their balance sheets.

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group and are recorded as expenditures in the governmental fund types when purchased. No depreciation has been provided on general fixed assets.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5  
Orlando, Louisiana

Notes to Financial Statements (Continued)

All purchased fixed assets are stated at historical cost or estimated historical costs if actual historical cost is not available. Donated fixed assets are stated at their estimated fair value on the date donated. Estimated amounts are immaterial in relation to total fixed assets.

Long term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group.

F. Budget and Budgetary Accounting

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to December 15, the Treasury submits to the Chairman and Board of Commissioners a proposed operating budget for the period commencing the following January 1.

A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.

A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.

After the holding of the public hearing and the completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of resolution prior to the commencement of the fiscal year for which the budget is being adopted.

Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Board of Commissioners.

All budgetary appropriations lapse at the end of each fiscal year.

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as amended by the Board of Commissioners.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 3  
Orlinda, Louisiana

Notes to Financial Statements (Continued)

G. Comparative Data

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the District's financial position and operations. However comparative (i.e., presentation of prior year totals by fund type) data have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

H. Due To and Due From Other Funds

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed.

I. Cash

Cash includes amounts in demand deposits and time deposits with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

These deposits are stated at cost, which approximates market. Under state law, these deposits (or resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must equal the amount on deposit with the fiscal agent. At December 31, 2002 the District had \$104,009 in deposits (collected bank balances). Deposits of \$100,000 were secured from risk by federal deposit insurance and \$4,009 were secured by pledged securities.

J. Total Columns on Statements

Total columns on the financial statements are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

(2) Ad Valorem Taxes

Property tax millage rates are adopted in December for the calendar year in which the taxes are levied and recorded. All taxes are due and collectible when the assessment rolls are filed on or before November 15<sup>th</sup> of the current year, and become delinquent after December 31<sup>st</sup>. Property taxes not paid by the end of February are subject to lien.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5  
Cadeville, Louisiana

Notes to Financial Statements (Continued)

For the years ended December 31, 2002 and 2001, taxes of 09.55 mills were levied on property with taxable assessed valuations totaling \$1,207,103 and \$1,139,720, and were dedicated as follows:

Maintenance	7.53 mills
Bond sinking	12.00 mills

Total taxes levied for 2002 and 2001 were \$216,078 and \$205,213. Taxes receivable at December 31, 2002 were \$342,587.

(3) Interfund Receivables and Payables

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$ 3,045	\$ -
Debt Service Fund	-	485
Capital Projects Fund	455	3,845
<b>Totals</b>	<b><u>\$ 3,500</u></b>	<b><u>\$ 4,330</u></b>

(4) General Fixed Assets

A summary of changes in general fixed assets follows:

	<u>Buildings and Improvements</u>	<u>Machinery and Equipment</u>	<u>Land</u>	<u>Totals</u>
Balance, December 31, 2000	\$ 364,377	\$ 790,341	\$ 12,080	\$ 1,166,878
Additions	-	14,393	-	-
Deletions	-	-	-	-
Balance, December 31, 2001	364,377	807,896	12,080	1,184,273
Additions	-	14,087	-	14,087
Deletions	-	-	-	-
Balance, December 31, 2002	<b><u>\$ 364,377</u></b>	<b><u>\$ 821,983</u></b>	<b><u>\$ 12,080</u></b>	<b><u>\$ 1,198,440</u></b>

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 3  
Orlando, Louisiana

Notes to Financial Statements (Continued)

(5) General Long-Term Debt

A. Debt Outstanding

\$990,000 general obligation bonds dated June 1, 1995 due in annual installments of \$25,000 to \$75,000 through March 1, 2018; interest at 4.50% to 5.10%; secured by levy and collection of all ad valorem taxes \$ 945,000

The following is a summary of the long-term debt transactions during the year:

	<u>2002</u>	<u>2001</u>
Long-term debt payable at January 1	\$ 875,000	\$ 905,000
Additions	-	-
Deductions	(30,000)	(30,000)
Long-term debt payable at December 31	<u>\$ 845,000</u>	<u>\$ 875,000</u>

B. Debt Service Requirements to Maturity

The annual requirements to amortize all debt outstanding at December 31, 2002 follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 35,000	\$ 40,430	\$ 75,430
2004	35,000	39,811	74,811
2005	40,000	37,850	77,850
2006	40,000	25,110	65,110
2007	40,000	13,140	53,140
2008 - 2012	250,000	132,123	382,123
2013 - 2017	330,000	62,512	392,512
2018	75,000	1,813	76,813
	<u>\$ 945,000</u>	<u>\$ 381,889</u>	<u>\$ 1,326,889</u>

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 3  
Orlando, Louisiana

Notes to Financial Statements (Continued)

(6) Risk Management

The District is exposed to various risks of loss related to theft, theft of damage to destruction of assets, errors and omissions, injuries to employees, and natural disasters. The District maintains commercial insurance coverage covering each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

(7) Pending Litigation

There are no lawsuits pending against the District involving monetary liability as December 31, 2002.

(8) Reserved Fund Equity

Reservations of equity show amounts that are not appropriate for expenditures or are legally restricted for specific uses. The purpose for each is indicated by the account title on the face of the balance sheet.

## SUPPLEMENTARY INFORMATION



**COMPLIANCE  
AND  
INTERNAL CONTROL**

**Abstract**



A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe the reportable condition described above is a material weakness.

This report is intended for the information and use of management and is not intended to be and should not be used by anyone other than those specified parties. However, this report is a matter of public record and its distribution is not limited.

***Kalder, Champagne, Steven & Company, LLC***  
*Certified Public Accountants*

Orleans, Louisiana  
June 16, 2003

ALLEN PARKER FIRE PROTECTION DISTRICT NO. 3  
 Clifton, Louisiana

Summary Schedule of Current and Prior Year Audit Findings  
 and Corrective Action Plan  
 Year Ended December 31, 2002

Fiscal Year	Ref. No.	Finding Initially Observed	Description of Finding	Corrective Action Taken	Corrective Action Planned	Contact Person	Anticipated Date of Completion
CURRENT YEAR (12/31/02) --							
	Internal Control, 66-142	1999	Due to the small number of employees, the District did not have adequate segregation of functions within the accounting system.	N/A	No response is considered necessary.	Martha Laffitte, Bookkeeper	N/A
PRIOR YEAR (12/31/01) --							
	Internal Control, 66-142	1999	Due to the small number of employees, the District did not have adequate segregation of functions within the accounting system.	N/A	No response is considered necessary.	Martha Laffitte, Bookkeeper	N/A